

## Capital Planning Committee Meeting Minutes November 17, 2016

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In attendance were:

Steve Andrew  
Charles Foskett  
Diane Johnson  
Anthony Lionetta  
Mike Morse  
Brian Rehrig  
Barbara Thornton  
Richard Viscay  
Amy Fidalgo

Not in attendance:

Sandy Pooler

Also in attendance:

Kathy Bodie, Superintendent of Schools  
Timur Yontar, 58 Bates Road

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- **Meeting Opened:** Charlie Foskett opened the meeting at 5:00pm. The minutes of November 9, 2016 were reviewed and accepted. (8-0)
- **Review FY 2018-2022 Submissions from Departments and Sub-committee reports:**
  - **School Sub-Committee:** The CPC welcomed Superintendent of Schools Kathy Bodie and Director of Facilities Ruthy Bennett (by phone) to discuss the School Capital Planning requests. Rich Viscay summarized the School Department's capital requests for the Committee, adding that more information is needed for some requests before Sub-Committee recommendations can be formally made, especially regarding the cost of maintaining the buses each year. Diane Johnson stated that bus repair bills have gone up significantly over the years. The School Department typically gets anywhere from \$3k-\$6k for trading in old buses, and the least beat up buses are saved as reserve buses. Steve Andrew asked if outsourcing the bus operations would be beneficial to the schools. Diane Johnson said it is far more expensive to turn over buses to a private company. Kathy Bodie added that buses are also used during the day for field trips, and it would be an added expense, if the Town had to rely on a private company for these purposes. Rich Viscay said he would like to get a list of transportation vehicles so a final recommendation on buses could be made and presented at the next meeting. Charlie Foskett asked for a ten year plan with the assumption of adding two buses a year. The Committee asked for quotes from MHQ on school buses, and all vehicle related requests.

Rich Viscay asked what truck is being considered for the Facility Vehicle request. Ruthy Bennett stated that this vehicle will be outfitted to hold equipment for the HVAC technician, the electrician, and the plumber. Ruthy Bennett provided further information regarding the truck and plow replacement requests. The trucks have been dying early because the trucks were pickup trucks with a plow attachment. Facilities will be hiring Black Diamond Landscaping to do the plowing at certain locations.

The CPC discussed the School Revolving Fund, and what capital requests could be funded through this fund. Ruthy Bennett explained that on average, this fund brings in \$350k, with \$100k committed to custodian pay. She also noted that one large unforeseen problem that arises could cost up to \$150k. The CPC discussed the capital requests that could potentially be paid for through this fund.

Diane Johnson clarified the capital request to convert the science classroom in Dallin and Brackett. Each location will be decommissioning science classrooms and turning them into general classrooms.

The CPC discussed the replacement of the Dallin chiller, and the intent that these chillers would only be used for summer programs. Kathy Bodie said the Committee should be aware that the School Department has dealt with issues regarding the fragility of students, in non-air conditioned schools. This topic comes up more and more. There is a possibility of needing to assign fragile students to schools with chillers.

Ruthy Bennett explained to the CPC the process of the exterior door replacements at Arlington High School. There are seven doors at AHS with key access, which will be converted to card access to ensure better security practices.

Steve Andrew commented on the number of requests coming in for FY2018, such as the Hardy Playground request for \$120k. The CPC needs to know when the School Department actually needs these funds.

Tony Lionetta asked for a breakdown of what is going to happen at each location for the Landscape Improvement request. Brian Rehrig commented that the CPC might be holding the School Department to a different set of standards for these projects than they are for other departments. Some of these items are already in the plan, and we are asking for more information. Tony Lionetta said that what he is asking for is the same information he asks the Park and Recreation Department for during sub-committee meetings. Charlie Foskett said that each year requests should be looked at again, not just accepted as is because it might be in the Capital Plan.

The CPC discussed the School Playground Update request and suggested that Jon Marshall be involved in this issue. Charlie Foskett asked for a list of what department owns each playground, and the last time each playground was addressed. The Committee discussed leaving the current request figures as is, and adjusting once more information has been provided from Jon Marshall. Tony Lionetta suggested increasing the Recreation capital request for their feasibility study to \$30k, and letting Jon Marshall be the point person for this project.

Ruthy Bennett reviewed the remaining requests in which she can provide further information to Rich Viscay and Barbara Thornton. Charlie Foskett requested that the sub-committee provide a full set of recommendations for next meeting.

- **Adjournment**